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Class. CHANGED TO: TS S (C)

DDA Memo. 4 Apr 77

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4 September 1958

MEMORANDUM FOR THE RECORD

25X1A9a

25X1A9a

25X1A9a A conference was held with [REDACTED] at the request of Mr. Baird who stated he wanted PPS to follow up with [REDACTED] regarding certain DD/P training difficulties she had mentioned to him previously and which he wished the PPS to consider in preparing a staff paper for DD/P. The following are points made by [REDACTED] in the discussion:

25X1A9a

(1) A survey of WE Division was made on "how are our people being trained."

(2) Generally, the training records used in the survey were incomplete. 25X1A9a

(3) [REDACTED] stated that "field people were better trained than headquarters people." This she felt was a result of personal desires in obtaining knowledge prior to and during field assignment.

(4) People assigned to continuing jobs in headquarters, such as Reports Officers, receive little or no training. FOIAb3b

FOIAb3b (5) A revealing fact found in the survey was that there were [REDACTED] DD/S personnel and only [REDACTED] DD/P people on the Division T/O. The DD/S total includes Communications Office employees. Further, the DD/P has no cognizance of the training of DD/S people (Note: does this mean control).

25X1A9a (6) [REDACTED] stated that Mr. Baird made the comment that if DD/S people are to be assigned to DD/P it seems reasonable that the DD/P should determine the training they require. 25X1A9a 25X1A9a

(7) When [REDACTED] asked if [REDACTED] had any conclusions as a result of the survey, she said she had none and at best could only offer generalizations. She did

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state, however, that CS personnel in grades 14 and above have had sufficient training as a result of either formal OTR courses and/or on-the-job training. Additional training was not deemed desirable.

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(8) [REDACTED] believed it was necessary to check career plans and determine if employees are receiving the training specified on the career plan document.

(9) On-the-job supervisors acting as trainers do not have knowledge of training techniques. It was suggested by her that the supervisors be trained in instructional techniques. It should be determined that these supervisors/trainers have a plan for instruction and they be taught how to administer a training program.

25X1A9a

(10) [REDACTED] was of the opinion that more than a few of the courses were "old" in that they had been given to "everybody" She gave the CSR as an example.

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(11) [REDACTED] was of the opinion that top officials do not need courses now being presented but should be given a few days of orientation training consisting of the latest

25X1A

[REDACTED]

(12) "The CS now has a very sophisticated group of Case Officers and it would appear that there should be room in training activities for roundtable discussions and exchanges of experiences." It was recognized that this is very difficult to do because of the need-to-know problem.

25X1A

(13) The problems of the [REDACTED] Course as now presented by the OTR were mentioned, specifically:

(a) The CS does not identify a man in sufficient time to permit him to avail himself of the training opportunities.

25X1A

(b) These people are not identified as people who will be responsible for [REDACTED] techniques in the field.

(c) There is reluctance on the part of the assigned individual to spend sufficient time for [REDACTED] training. He prefers to concentrate on language. 25X1A6a

(d) Very few like to go out of town, i.e., [REDACTED]

(e) Case Officers do not like [REDACTED] work as there is no glamour in the job and it does not supply the interest that other operational activity offers. 25X1A

(f) He objects to being evaluated.

(g) He objects to being assessed.

25X1A9a

(14) [REDACTED] made the general observations that CS personnel dislike the training evaluation procedure in general and its rigidity in particular. This personnel also have stated that it appears that both the instructors and the students must conform to pre-established norms and there is no latitude for independent thought. 25X1A6a

(15) Her final comments were on [REDACTED] She stated that she heard considerable comment to the effect that instructors talk down to the students, there was definite regimentation, and grown people resented being spied on. ?

25X1A9a

[REDACTED]